

Army, Mil. Sec.

OPS PL SP-1

(2)

7 March 1960

STATINTL

[Redacted]
CIA Orientation Officer
Room 117, Central Building
2430 E Street
Washington 25, D. C.

Dear Sir:

The following officers will attend your orientation course, 0900-1200,
22 March 1960:

~~Col. Otis E. Hays, GS, 0363584~~
✓ Lt. Col. Joseph J. Koontz, GS, 060254

Both officers have a security clearance to receive TOP SECRET
information.

Sincerely,

WALTER M. HIGGINS, JR.
Colonel, GS
Chief, Special Warfare
Division, ODCSOPS